

**MINUTES OF THE ONEIDA COUNTY  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
MARCH 22, 2006**

**COMMITTEE MEMBERS PRESENT:** Chairperson Doug Hall, Matt Matteson, David O'Melia, Larry Greschner and Chuck Wickman.

**OTHERS PRESENT:** Michael Fraley, Kevin Schlosser, Clarence Puza, Don Knutson, Ken Kortenhof, Emergency Management Director and Dawn Robinson, Program Assistant.

**CALL TO ORDER**

Chairman Hall called the meeting to order at 10:00 a.m. in Community Room of the Oneida County Law Enforcement Center. Chairman Hall further noted that the meeting notice had been posted and mailed in accordance with the Wisconsin Open Meeting Law. Chairman Hall noted accommodations would be made for handicap accessibility.

**APPROVE AGENDA/MINUTES OF PREVIOUS MEETING**

MOTION: To approve the Agenda (Matteson/Wickman, PASSED).

MOTION: To approve the February 22, 2006 Committee Meeting Minutes and allow the Chairman to take agenda items out of order (Greschner/Matteson, PASSED).

**SET DATE FOR NEXT MEETING**

The next meeting was scheduled for April 19, 2006 at 10:00 a.m. Schlosser and Matteson are unable to attend the April meeting due to previous commitments.

**REPORTS FROM SACRED HEART-ST. MARY'S HOSPITAL AND HOWARD YOUNG MEDICAL CENTER**

Schlosser provided the financial report of Sacred Heart-St. Mary's for the month of February, Exhibit #1. In January 2006, 100% of the new fee schedule for Medicare/Medicaid was implemented.

There was discussion regarding billing and collection procedures from Medicare/Medicaid, self-insurance, insurance, etc. The Emergency Management Director mentioned the Finance Committee should be informed about the ambulance budget running close to over budget since 10% of the ambulance budget (approximately \$30,000) can be transferred from the contingency fund and the remainder would have to be approved by the County Board of Supervisors. The Committee agreed to review both hospital budgets after the first quarter since budget amounts are close to \$30,000. Fraley explained monthly financial reports reflect what is billed, not what is collected.

Schlosser provided the maintenance report of Sacred Heart-St. Mary's for the month of February, Exhibit #2. The county's insurance covered the repair costs of Medic 11's chipped windshield and Unit 2 was used as the primary vehicle for the month of February.

MOTION: To approve the February financial report and maintenance report of Sacred Heart-St. Mary's Hospital (Matteson/Wickman).

Discussion on motion:

The Committee discussed and decided to amend the motion to 'accept' the report not approve the report. Matteson and Wickman agreed.

MOTION: To accept the February financial report and maintenance report of Sacred Heart-St. Mary's Hospital (Matteson/Wickman, PASSED).

Fralely provided financial reports of Howard Young for the months of January, Exhibit #3, and February, Exhibit #4. Fralely provided the maintenance report of Howard Young for the month of February, Exhibit #5.

MOTION: To accept the January and February financial reports and the February maintenance report of Howard Young Medical Center (Greschner/Wickman, PASSED).

*Update on 2006 Ambulance Purchase:*

Contract has been developed and will be sent to Medtech for signature. Anticipated delivery date in late 2006.

*Update on Taylor Made Ambulance Repairs:*

New motor installed in ambulance and hope to have the ambulance back in the fleet early next week. All expenses were covered by warranty.

*Update on 2005 Ambulance Service Costs:*

Exhibit #6, '2005 Oneida County Ambulance Service Summary Report' was provided to Committee members and illustrated the overall run cost of the ambulance service for last year. The exhibit will be part of the department's annual report to the County Board of Supervisors.

*Update on Wis. Dept. of Health & Family Services Funding Assistance Program (Act 102):*

Up until this year, refresher training paperwork would be submitted to technical colleges and then the state would pay the technical college for the training. Now the state sends the money to the ambulance service and the ambulance service pays the technical college directly. Currently, both hospitals have a negative variance in this area because they have not received money from the state yet and hospitals are paying for the training for their staff members to maintain their licenses. It is anticipated reimbursement from the state will occur sometime in June 2006. The state is behind in distributing their 2005 fiscal year funding and 2006 funding applications have been completed and forwarded onto the state.

*Discuss/Act on Ambulance Service Contract with area hospitals:*

The ambulance service contracts with the hospitals expire at the end of this year. The previous contracts were for a five-year term. Kortenhof recommended to the committee that negotiations for the next term contracts begin soon.

MOTION: To authorize the Emergency Management Director to start ambulance contract negotiations with area hospitals (Hall/Matteson, PASSED).

### **HAZMAT TEAM REPORT**

Puza provided the HazMat Team Report, Exhibit #7.

### **DIRECTOR'S REPORT**

#### *Update on Wireless 911 Service:*

The Wireless 911 Service will allow dispatch to plot 9-1-1 landline and cellular call locations on a map. The service is especially important if someone is traveling in the county and does not know their location (e.g. using snowmobile trails) or if someone dials 9-1-1 and is unable to communicate their location. A resolution will be brought to the April County Board by the Law Enforcement Committee requesting \$153,255.00 from the general fund. The Emergency Management Director asked for the Committee's support.

#### *Update on NEWCOM MARC/WISPERN Radio Project:*

The NEWCOM MARC/WISPERN Radio Project involves sixteen counties developing an interoperable regional public safety communications system. The Law Enforcement Committee is overseeing the project, a mutual aid channel will be created for the county and equipment has been ordered. The next meeting is scheduled for tomorrow in Wausau. The group will speak with the grant administrators, OJA (Office of Justice Assistance) to see if the additional grant monies can be used in other areas. Grant paperwork and reimbursement is due by the end of May.

#### *Update on Municipal Emergency Response Plans:*

The department has been contacting and working with each township to develop an Emergency Response Plan consistently throughout the county. The Plan is a tool that aids municipalities during an emergency event. The department is currently working with Woodboro and Piehl and has conducted Severe Weather Tabletop Exercises with Nokomis and Newbold.

#### *Update on Emergency Management Exercises:*

Newbold requested a Severe Weather Functional Exercise. Three exercises were held on March 18<sup>th</sup>; two tabletop exercises were conducted in Vilas County addressing schools, the first exercise involved a law enforcement response to a school crisis, and the second exercise involved opening the county's Emergency Operations Center (EOC). Vilas County scheduled their Full Scale Exercises for June 10, 2006. The third exercise involved the Pelican Fire Department responding to an airplane crash.

#### *Update on OJA School Preparedness Initiative Grant:*

The Rhinelander School District is interested in the OJA School Preparedness Initiative Grant. This grant allows the school district to conduct a vulnerability assessment of

each school in their district. EPTEC, an Emergency Planning, Training & Exercise Consultant, has agreed to conduct the assessments.

| There was discussion regarding last year's Mosinee training participation and the upcoming two-day Train-the-Trainer class.

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#### **UPDATE OF THE LOCAL EMERGENCY PLANNING COMMITTEE**

Next meeting scheduled for April 19<sup>th</sup>, 2006 at 1:00 p.m.

#### **MONTHLY BUDGET REVIEW**

Kortenhof referred to the department's monthly budget, Exhibit #8.

MOTION: To accept the March 2006 Monthly Budget Overview (Matteson/Wickman, PASSED).

#### **BILLS, VOUCHERS AND LINE ITEM TRANSFERS**

Kortenhof provided the monthly bills, vouchers, line item transfers and expense voucher summary sheet, Exhibit #9.

Line item transfer from HazMat account to the sheriff's department for joint purchase of a 'frag-bag' that covers an explosive device.

MOTION: To approve the bills, vouchers, line item transfers and expense voucher summary sheet (O'Melia/Matteson, PASSED).

#### **PUBLIC COMMENT**

No public comment was given.

#### **ITEMS FOR FUTURE AGENDAS**

Develop agenda at Emergency Management Director's discretion.

#### **ADJOURN**

**10:56 a.m.** MOTION: To adjourn the meeting (Greschner/O'Melia, PASSED).

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Doug Hall, Chairman

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Dawn Robinson, Program Assistant